



Minutes of the of the Parish Council meeting held on 9 September 2019 at 7.00pm in Elton Community Centre.

PRESENT: Cllrs Steve Serna, Margaret Lockhart, Maureen Wilson, Martin Dickinson, Pauline O'Reilly, Nigel Goodliffe, Stephen Garrity, Andy Canham, Lynne Williams and Ron Reading.

ALSO PRESENT: Ward Cllr Graham Heatley. Members of the public: Vicki Serna, Sarah Gorst, Andrew Gorst and 3 other members of the public who did not give their names.

19.124 APOLOGIES FOR ABSENCE

Cllr Reading and Ward Cllr Margaret Parker

19.125 DECLARATIONS OF INTEREST

There were no declarations of interest.

19.126 PUBLIC SPEAKING

- (1) 2 members of the public who were representing Elton Allotment Association enquired who was responsible for the cutting of the hedges that bordered the allotments boundary. They were advised that this was the responsibility of Cheshire West & Chester Council. The Chair advised that Ward Councillor Graham Heatley was due to attend this evening's meeting but that he had been delayed. The Chair advised the members of the public to speak to Ward Councillor Heatley when he arrives.
- (2) 2 members of Elton Allotment Association requested financial support from the Parish Council. The Chair requested they draw up a proposal and email it to the Parish Clerk and it would be put on the Agenda for October 2019. The Chair advised that the Parish Council was happy to give their proposal consideration and the Parish Council was always happy to support local groups and associations.
- (3) Cllr Wilson asked the representatives of Elton Allotment Association if they would be interested in becoming involved with an initiative Helsby and Elton Patient Participation Group was hosting called "Healthy Elton". The representatives thought this was an excellent idea and will liaise with Councillor Wilson directly.
- (4) The 2 ladies from Elton Allotment Association said that they were planning to have a stall at Elton Shopping Precinct selling their home-grown fruit and vegetables and Parish Councillors thought this an excellent idea.

- (5) The Chair suggested to the ladies from the Elton Allotment Association that the Parish Council would be interested in working with them in relation to the planters around the village. It was agreed to explore this further.
- (6) Councillors suggested to the ladies from Elton Allotment Association that the Parish Councillors would be interested in supporting a “community plot” which could be utilised by Elton Primary School. It was agreed to explore this further and for it to be brought back to the next meeting in October. Insurance could be an issue but the Chair advised that the Parish Council may be able to support any additional insurance costs.
- (7) The ladies from Elton Allotment Association advised that it was just £20 per annum to rent a plot on the allotments. They agreed to supply contact details for the Clerk to direct enquiries relating to renting a plot and for contact details to be put on the Parish Council website.
- (8) Discussion about how the Parish Council and whole community could work together with Elton Allotment Association. In particular, there was discussion regarding combining an event at the Elton Community Fete 2020. Also discussed was an “Elton in Bloom” event. Cllr O’Reilly advised that the Parish Council were custodians of trophies that had previously been awarded at past allotment events. It was agreed that Cllr O’Reilly would access the trophies and would liaise with Elton Allotment Association in relation to putting together an event for Summer 2020.
- (9) Discussion with the ladies from Elton Allotment Association regarding the keeping of bees on the allotments and it was agreed that this would be explored further.
- (10) Discussion relating to potting sheds on the allotments. It was agreed that the Chair would investigate if sheds could be placed on the allotments.
- (11) A member of the public raised the issue of the bike park which had been included in the village plan to improve the Parish Field. There was a general discussion about the survey done by Cheshire West & Chester Council. Cllr Lockhart advised she had recently spoken to Cheshire West & Chester Localities Officer Sharon Marshall regarding this matter and she was waiting for a response to her enquiries.
- (12) Vicki Serna who was representing 1st Ince and Elton Scout Group advised that the bonfire night event hosted by the Scouts would be taking place this year on Saturday 1 November.

19.127 MINUTES

A motion to approve the minutes of 8 July 2019 was made by Cllr Goodliffe and seconded by Cllr Canham – all Councillors were in favour to resolve that the Minutes were approved.

19.128 PLANNING

(1) Applications received by CWAC since the last meeting of the Parish Council. Cllr Garrity declared an interest as he is a neighbour.

19/01542/FUL	5 Laurel Farm Court Elton Chester Cheshire CH2 4RY – Rear Conservatory – Closing date for commenting 10 September 2019 – No Comment
19/02566/FUL	Land Adjacent Area 12 Ince Resource Recovery Park Grinsome Road Ellesmere Port - Erection of a 132KV/33KV/11KV primary substation with associated underground cables and mess – Closing date for commenting 13 September 2019 – No Comment

(2) Decisions made by CWAC since the last meeting of the Parish Council

19/01106/FUL	2 The Courtyard Chester Cheshire CH2 4LW – Single storey rear extension – Approved – Noted
18/04894/FUL	Land At Ince Marshes Lordship Lane Frodsham Cheshire Proposal: Creation of a geological research facility including the formation and operation of 50 No monitoring boreholes across 14 locations, a central telemetry mast, with associated infrastructure (including monitoring equipment, in-field data centre, access tracks, telemetry and fencing); together with formation of temporary access, temporary construction compounds, temporary fencing with a lifetime of 20 years allowing for construction, operational period and decommissioning – Approved - Noted
19/02317/FUL	12 Dalewood Crescent Elton Chester Cheshire CH2 4PR - Two storey rear extension – Approved - Noted

(3) Appeals made to CWAC since the last meeting of the Parish Council

None	
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(4) Appeals made to the Planning Inspectorate since the last meeting of the Parish Council

None	
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(5) Decisions made by the Planning Inspectorate since the last meeting of the Parish Council

None	
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(6) To note that the Clerk had been advised by Cheshire West & Chester Planning Department that they had visited land adjacent to Previn

Place/Woodside but saw no sign of development. Residents are advised that if they see any signs of development then if they can take photographs then this will aid any enforcement action that could be taken.

19.129 CHAIR REPORT

There was no Chair report this month due to the summer break.

19.130 POLICE REPORT

Cllr Lockhart and the Chair had attended a recent meeting with the Cheshire Police and Crime Commissioner. They were advised at the meeting that there are currently an extra 43 police officers available in the Cheshire area and an additional 7 PCSOs.

An incident in connection with dog biscuits being placed on top of broken glass, which is considered to be deliberate, occurred a couple of nights ago. This matter has been reported to the police and residents have been advised via social media to be vigilant. If residents should come across anything similar they are advised to ring 101 to report it.

19.131 COUNCILLORS' REPORTS

To receive updates since the last Parish Council meeting from each of the working groups as follows:-

(1) ECO WORKING GROUP - MEETING NOTES

Cllr Canham has been liaising with a representative from Ashton Hayes in relation to reducing carbon footprint and energy efficiencies. The representative from Ashton Hayes is happy to visit and give training.

(2) FINANCE WORKING GROUP

The Chair advised that the Finance working group had not had the opportunity to meet since the last meeting.

(3) CHILDREN'S PLAY AREA

A member of the public, Andrew Gorst, volunteered to assist with the Children's Play Area inspections and advised he would be happy to attend training in order to do this. Councillors thought this an excellent idea and agreed to give this further consideration.

Cllr Wilson advised that the new signs on the children's play area did not have the Clerk's telephone number on them and that this was a legal requirement. It was agreed that this would be looked into.

There are currently 2 other children's play areas in the village (Redwood Drive and Sorbus Close). They are owned by Cheshire West & Chester Council and are currently in a very poor state of repair. It was agreed that the Parish Council would liaise with Cheshire West & Chester Council in

relation to adopting these play areas. The Parish Council would probably seek grants to repair and/or improve these areas.

(4) DOG PARK

Cllr Lockhart expressed her dissatisfaction in relation to the fence on the boundary of the dog park. It was agreed that Cllr Lockhart should obtain written quotes to rectify the issues with the boundary fence.

(5) JUBILEE FIELD / PARISH FIELD

The working group has not met since the last meeting. However, work to complete the pathway on the Jubilee Field is due to commence on 16 September 2019.

Cllr Lockhart enquired of Cllr Dickinson what was happening with the saplings he heeled into the allotments as she understood that the heeling of saplings could only be done for 6 months. Cllr Dickinson said that the saplings were still in situ at the allotments and although it was approaching 6 months since they were heeled, he would be ready to transfer them to the Jubilee Field as soon as the pathway was finished.

(6) LEGAL & POLICIES

Nothing to report.

(7) PUBLIC TRANSPORT

The bus route from Elton to Chester has altered and it now goes via Ellesmere Port which adds an extra 30 minutes onto the journey.

(8) COMMUNITY EVENTS

(1) Cllr O'Reilly advised that the Christmas lights switch on has been arranged for Sunday 1 December 2019 at 4pm. Cllr O'Reilly said that it was hoped that they could build on the success of last year's event. Suggestions so far:-

- Father Christmas.
- Snow machine.
- Give each child a selection box.
- Elton Primary School to decorate shop windows.
- Church Choir with Elton Primary School children singing along.
- Star for the top of the Christmas tree – made by Elton Primary School children.
- Purchase additional motif lights for the lamp posts x 4.
- 2 School children to press the plunger to switch on lights (to be selected prior to event, possibly by giving each child at Elton Primary School as free raffle ticket).
- Shops and 1st Ince and Elton Scouts to take part.

- Wooden stars and Christmas trees to be hidden around the village and placed on the Christmas tree by those who have found them (Church to be asked about knitted Angels).
- Christmas scarecrow event.

Cllr O'Reilly said if anyone has any suggestions or can help organise any of the above, then the Event's Working Group would appreciate the support.

- (2) The Elton Community Events Committee were making plans for the Elton Summer Fete which would take place on 6 June 2020. Cllrs Williams, O'Reilly, Goodliffe and Canham all agreed to act as Parish Council liaison.
- (3) Vicki Serna from 1st Ince and Elton Scout Group advised that the Scouts would be hosting their bonfire night event on the Parish Field on Friday 1 November 2019 at 7pm.

(9) FUNDRAISING

- (1) Cllr Canham has applied to the Marshes Community Benefit Fund for a grant to improve the pathway along Greenway (aka Pogo's Wood).
- (2) Cllr Lockhart has applied to the Marshes Community Benefit Fund for a grant for the purchase and installation of a defibrillator which would be located at Elton Shopping Precinct.
- (3) Cllr O'Reilly advised that she had been in discussion with C F Fertilisers and that she would be applying for a grant from them towards the Elton Christmas lights switch on event.
- (4) Ward Councillor Heatley advised that both himself and Ward Councillor Margaret Parker would give consideration to donating an amount of £500 from their Member's Budget. It was agreed that Cllr O'Reilly would submit a request in relation to this.

(10) PLANNING

Discussed previously.

19.132 FINANCE

- (1) To note/approve payments made in July and August 2019 - Noted

Date	For	Amount
03.07.19	Clerk Expenses	£38.90
03.07.19	Northwich Town Council – Grass cutting x 1 and Children's Play Area Inspection	£565.20
05.07.19	Sutcliffe Play Ltd	£6767.26
05.07.19	Sutcliffe Play Ltd	£15085.72
15.07.19	Staff Salaries	£1139.97
15.07.19	HMRC	£169.80

22.07.19	Peninsula Business	£131.56
07.08.19	Pursglove & Brown Accountants (AGAR)	£420.00
07.08.19	Cestrian Signs Ltd (Children's Play Area, Dog Park and Village Green)	£266.40
07.08.19	Northwich Town Council – Grass cutting x 2 and Children's Play Area Inspection	£1042.20
07.08.19	Pursglove & Brown (payroll)	£72.00
12.08.19	Northwich Town Council – Grass cutting x 2, Children's Play Area Inspection and Repairs and Reinstallation of Children's Roundabout	£1744.20
15.08.19	Staff Salaries	£1206.34
15.08.19	HMRC	£186.80
22.08.19	Peninsula Business	£131.56
	Total	£28967.91

(2) To note income for July and August 2019 - Noted

Date	For	Amount
16.08.19	Ince Park Community Benefit Fund - Grant for Children's Play Area	£4000.00
16.08.19	National Grid	£2.17
	Total	£4002.17

(3) To note the balance in the Bank as at 31 August 2019 £36,884.56 - Noted

19.133 PARISH COUNCIL'S USE OF ELTON COMMUNITY CENTRE

The continued use by the Parish Council of the Centre was discussed at length with various proposals being put forward. A resolution was made that the Parish Council would continue to use the Centre for their monthly meetings (11 per annum) and that the Parish Council would pay rent for this use. It was agreed that the Parish Council archives kept within Elton Community Centre (approximately 40 years' worth) would be removed and only the last 6 years records would need to be kept. These would be stored in a fireproof cabinet in an alternative location. The Clerk will make alternative arrangements regarding the postal address. This use of Elton Community Centre for Parish Council monthly meetings would be reviewed at the meeting of the Parish Council on 10 February 2020.

19.134 FENCNG OFF A SECTION OF THE PARISH FIELD FOR USE BY 1st INCE & ELTON SCOUT GROUP

A resolution was unanimously made to consent to the Scout's request to fence off an area of the Parish Field (45 metres x 25 metres) for the Scout's sole use (subject to Planning Permission being obtained by the Scouts at their expense).

19.135 LEASES FOR ELTON COMMUNITY CENTRE AND SCOUT HUT

(1) The new Lease for Elton Community Centre will be put on hold until the proposed new Constitution for the Centre has been considered. A working

group to review the proposed new Constitution will be formed.

(2) It was resolved to approve the draft Lease for the Scout Hut.

(3) It was resolved that Cllrs Serna and Lockhart be the authorised signatories on behalf of the Parish Council to sign the new Lease for the Scout Hut and that the Clerk shall witness their signatures.

At this point the Chair requested approval from the Parish Councillors to continue with the meeting past 9pm. All present were in agreement to continue.

19.136 TRAINING FOR PLAY AREA INSPECTIONS

It was resolved that the Clerk will book 2 places on the second level of training at a cost of £480 plus VAT per person. It was considered good economical sense as if the Parish Council are to adopt the 2 Cheshire West & Chester children's play areas then there will be a substantial cost saving overall.

19.137 JUBILEE FIELD

It was resolved to instruct Mid Cheshire Maintenance to carry out the construction of the pathway on the Jubilee Field.

19.138 NEW SIGNAGE

(1) It was resolved to approve the Licences to remove and replace the signs at the School Lane and Thornton Le Moors entrances to the Village.

(2) It was resolved that Cllrns Serna and Lockhart shall sign the Licences in relation to the removal and replacement of the signs at the School Lane and Thornton Le Moors entrances to the Village.

(3) It was resolved that the Parish Council did not have any use for the old signs and that they would be donated to the Scouts and the Allotment Committee for recycling and that they should be delivered to the Scout Hut for safe keeping.

19.139 VAT RETURN 2018/19

To note that the VAT Return had been submitted and the sum of £4,162.52 had now been received into the Parish Council's bank account.

19.140 CORRESPONDENCE

It was agreed to defer the matter of Elton Community Centre's request for a 50% contribution from the Parish Council towards their annual insurance 2019/20. This was in order for the Parish Council to seek advice from their solicitors.

19.141 VILLAGE CHRISTMAS LIGHTS & TREE 2019

A resolution was made to instruct Northwich Town Council in relation to the installation of the Christmas tree and lights for 2019. As an addendum it was

resolved to purchase 4 extra motifs and associated commando sockets. Cllrs Lockhart and O'Reilly will be applying to local industry and the Ward Councillors for grants towards the purchase of the additional motifs and associated electrical installations. It was suggested that the tree lacked an illuminated star last Christmas. It was therefore agreed that the Clerk would obtain a quote from Northwich Town Council for the purchase and installation of an illuminated star.

19.142 INFORMATION COMMISSIONER'S OFFICE – COMPLAINT – FREEDOM OF INFORMATION ACT

It was noted that the complaint in relation to the Dog Park had now been withdrawn and that the cost to the Parish Council in dealing with this was approximately £238.

19.143 RECHARGE FOR THE MAY 2019 LOCAL ELECTIONS

To note the Clerk has been advised that the amount to be recharged for Elton Parish Council in respect of the May 2019 Local Elections is £2,337.50 (contested election fee based on 2,775 electors but capped at the maximum charge of 2,750 electors at 0.85p per elector). The Clerk has advised Cheshire West & Chester Council that the Parish Council wish to pay this in two instalments, (50% in 2019/2020 and 50% in 2020/21). The Chair stated this was a lot less than had been anticipated.

19.144 GREENWAY MARSH LANE (ALSO KNOWN AS POGO'S WOOD)

It was resolved that the Clerk will contact Cheshire West & Chester Council to move forward with the adoption of Greenway Marsh Lane by the Parish Council. Ward Councillor Heatley agreed to assist with the process.

19.145 MATTERS TO BE CONSIDERED FOR THE NEXT AGENDA

There were no matters proposed for the next Agenda. However, the Clerk would be unavailable for the next meeting on 14 October 2019. It was therefore unanimously agreed to bring the meeting forward 1 week to 7 October 2019. The Clerk will change the date on the notices on the Parish notice boards.

The Chair Closed the Open meeting and requested that members of the public leave as there was to be a closed session.

AGENDA PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND THE PUBLIC

19.146 DATE AND TIME OF THE NEXT MEETING

Monday 7 October 2019 at 7.00pm in the Elton Community Centre. The Chair closed the meeting at 9.32pm.